

BOARD OF SUPERVISORS
COUNTY OF YORK
YORKTOWN, VIRGINIA

Resolution

At a regular meeting of the York County Board of Supervisors held in the Board Room, York County Finance Building, Yorktown, Virginia, on the ____ day of ____, 2000:

Present

Vote

Walter C. Zaremba, Chairman
James S. Burgett, Vice Chairman
Sheila S. Noll
Donald E. Wiggins
Melanie L. Rapp

On motion of ____, which carried __, the following resolution was adopted:

A RESOLUTION TO COMMEND WENDY D. KURNAS, SENIOR REVENUE SPECIALIST, OFFICE OF THE COMMISSIONER OF THE REVENUE, AS EMPLOYEE OF THE QUARTER

WHEREAS, Wendy D. Kurnas has been employed by the County in the Office of the Commissioner of the Revenue since December 8, 1997; and

WHEREAS, during the 1999 State Income Tax season, Ms. Kurnas trained and coordinated duties of the seasonal staff so that income tax returns were processed within prescribed time frames and worked many hours to process approximately 4,000 tax due returns; and

WHEREAS, she learned the entire document imaging process and developed a quality assurance procedure that ensures the documents meet certain criteria; and

WHEREAS, she also developed guidelines and procedures for the office that facilitated cross-training by employees and ensured that customers are assisted in a professional manner; and

WHEREAS, Ms. Kurnas sets an excellent example for the office by displaying enthusiasm and professionalism when performing her duties;

NOW, THEREFORE, BE IT RESOLVED by the York County Board of Supervisors this __ day of _____, 2000, that Wendy D. Kurnas, Senior Revenue Specialist, be, and is hereby, congratulated upon her selection as Employee of the Quarter for the quarter ended December 31, 1999.